

---

# Wishek Public School

## HEALTH & SAFETY SMART RESTART PLAN

Wishek Public School Board Approved  
August 10, 2020

Wishek Public School Families

It has been a challenge for our entire community since March, but we hope you have found ways to cope and embrace this new normal. Thank you to the students, staff, parents, and community members who have helped us succeed in these difficult times. The 2019-2020 school year was challenging but we are proud of students and thankful the district was able to celebrate our seniors' accomplishments with a graduation exercise.

The challenge now is planning for what school will look like during the 2020-2021 school year. This is a daunting task as we all realize how the impact and response to COVID-19 has changed rapidly over the past four months. This plan will try to address these challenges, while providing a flexible framework to guide our response over the next school year.

For academic, social-emotional, and economic reasons, we are compelled to strive to return to an in-person model. Yet, we cannot disregard that the health and safety concerns associated with the virus remain. The district must consider all practical steps to keep our schools from contributing to virus spread in our community.

This plan presents hundreds of hours of critical thinking, research, modeling, and work by our educators, staff, and school board. This group reviewed input gathered from our employees and parents.

We realize that reviewing this plan may not address every question you have. We recognize some concepts and actions may be polarizing, and there are strong opinions about what the school should do or should not. But we must remain open to what is possible and consider all options so we can move forward.

Thank you for your time reviewing this plan. We encourage everyone to ask questions and communicate their concerns as we move forward. Together, our school can provide quality education to our children in a safe manner, if we work together to solve problems.

Respectfully,

Shawn Kuntz  
Superintendent

Curt Meidinger  
School Board President

# Assumptions & Assurances

## Wishek Public School believes:

- Every student should have the opportunity to engage in learning, regardless of the spread of COVID-19 in our community.
- Schools have a vital role in providing safe environments for students, focusing on both social-emotional and physical health.
- By working together with educators, staff, health care professionals, parents, students, and community members we can solve most challenges.
- Our district will make decisions based on the most current guidance from local, state, and national health care officials.
- Our School Board will ensure our plan meets the needs of our students, educators, staff and community.

## Our Planning Team

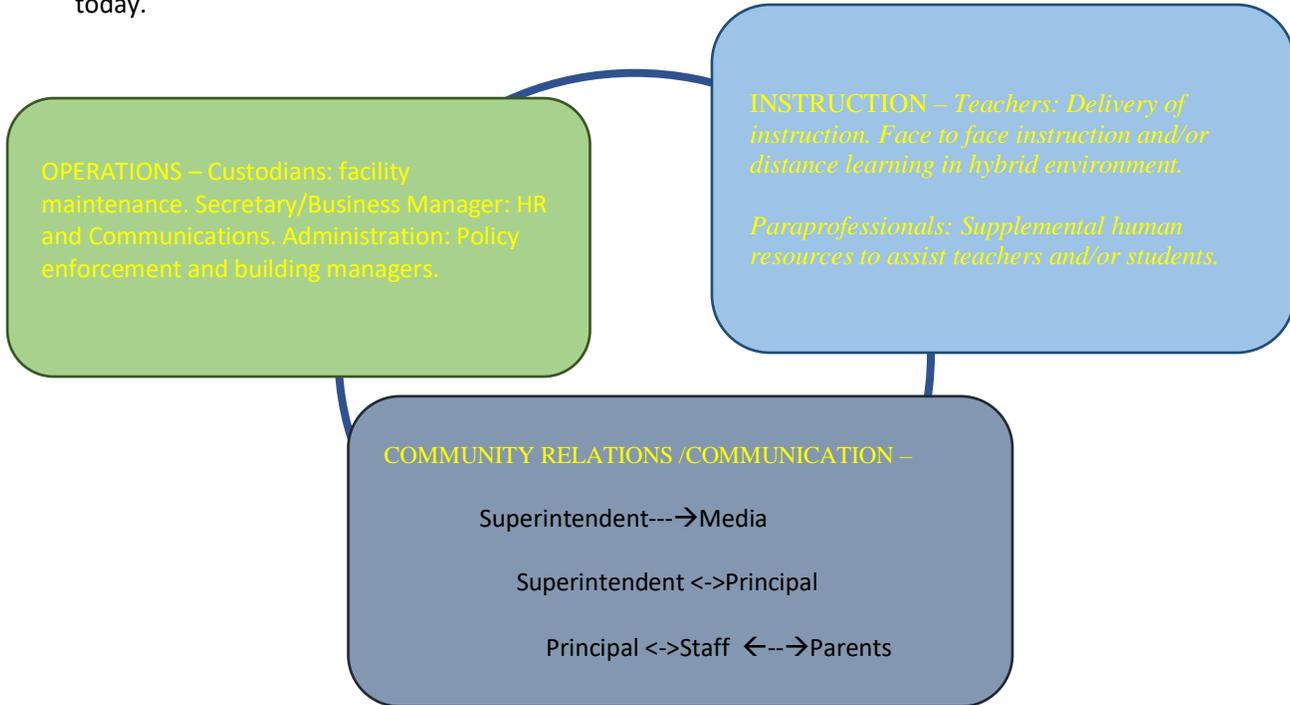
Wishek Public School's Return to Learning Plan was crafted and reviewed by a team consisting of the following :

- Educators
- Custodial Staff
- Parents
- Your local health office (NDDoH)
- Secretaries
- School Board members
- School Principals

Input was gathered by various means to allow for a wide range of input, while maintaining social distancing.

# COVID-19 Response Team & Coordinators

This organizational structure was crafted to assist in the development and monitoring of the district return to learning plan. This structure identifies leaders and guiding team members that will serve as a voice in how the district responds to COVID-19 during the school year. This plan is designed to address the issues of reopening as well as provide a nimble and responsive process to address issues that may not be recognized today.



The three components have been identified as key operational teams that consist of multiple departments. Each operational team will work implement the return to learn plan and address challenges as they arise.

## COVID-19 Building Level Coordinators

Each school building will have an identified COVID-19 Coordinator who will be responsible for the health and safety preparedness and response planning. Coordinators will make themselves available to the NDDoH 24 hours a day / 7 days a week to respond to phone calls from public health. This position will assist public health in identifying and notifying close contacts in the school setting. The coordinator will be report cases of COVID-19, found in the school setting, to health officials and the State Superintendent’s office.



***Shawn Kuntz, Superintendent*** will assume the role of building level coordinator in all *Wishek Public School* buildings. If the coordinator is unable to be reached the secondary contact will be *Rena Bosch, PreK-12 Principal*.

# Phases

The following phases will be used to define the community risk level associated with COVID-19. These phases align with the color-coded guidance in the ND Smart Restart Plan. Each level is reported to schools by the NDDoH after rigorous testing and assessment of cases in the community. [ND Smart Restart Plan](#)



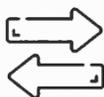
## Instructional Models

The instructional models used by the district will be guided, in part, by the risk level of COVID-19 in the community as defined within the phases above. This is a guide as instructional models could be altered based on other factors, such as occupancy levels, age of children, and abilities to move certain classes online.



### **Traditional Learning**

All instruction is delivered in-person with some building and group modifications. Teachers and students maintain a normal daily schedule. Safety precautions are implemented to enhance staff and student safety.



### **Blended/Hybrid Learning**

Students report to school on a modified schedule. Multiple hybrid models of instructional delivery may be appropriate to meet the educational needs through a variety of delivery models. Blended/Hybrid learning will be utilized should student(s) and/or staff have to be quarantined due to Covid 19 reasons. Parents will have option to request child(ren) enter Blended/Hybrid learning should the school have a positive case of Covid 19 due to fear of potential future exposure. Administration may approve request for up to 14 calendar days from date of initial request.

Students who enter Blended/Hybrid Learning due to fear of potential exposure will be expected to be assessed and graded consistently with face-to-face instruction.

Students who enter Blended/Hybrid Learning due to fear of potential exposure will have SIGNIFICANTLY INCREASED expectations in regards to attendance.

Students who enter Blended/Hybrid Learning due to Covid 19 diagnosis will follow same handbook protocol for absences when sick.



### **Distance Learning**

All instruction is provided off-campus through the use of distance learning resources or suited to the unique needs of the student. Center of Distance Education will be utilized as resource for this instructional model. This will be comprehensive and rigorous. 6<sup>th</sup> grade-12<sup>th</sup> grade parents can transfer their child into Distance Learning by calling 701-452-2995 to register between August 3<sup>rd</sup>-August 7<sup>th</sup> (between 9 a.m. and 3 p.m.). If you do not call to register for distance learning your child(ren) will be enrolled in Traditional learning Model.

Students will be required to stay in Distance Learning for full semester. Student may opt back in to Traditional Learning once first semester has been completed.

## **Health and Safety Guidance**

The district strives to provide a healthy and safe environment for all who occupy our schools. The following guidelines are intended to provide a framework for the district's response to COVID-19.

### **Resources**

ND Department of Public Instruction - <https://www.nd.gov/dpi/parentscommunity/nddpi-updates-and-guidance-covid-19>

ND Department of Health - <https://www.health.nd.gov/diseases-conditions/coronavirus>

Center for Disease Control and Prevention - <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

### **Best Intentions**

Despite taking every reasonable precaution, there is no guarantee that our school will be without risk as it relates to COVID-19. The virus will be present on our buses, in our classrooms, and at our activities. In certain situations, social distancing is not possible in a school setting. Our actions, as outlined in this plan, will not prevent any student or staff member from being in contact with the virus.

### **Protect Yourself and Others**

#### *Wash your hands often*



- Wash with soap and water for at least 20 seconds especially after blowing your nose, coughing, or sneezing.
- If soap and water are not available, use hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Students are encouraged to wash their hands often throughout the day.

### Avoid close contact



- Keep social distance from others, especially important for people who are at a higher risk of getting sick.
- Alternate or modified schedules, adjustments to use of common areas, use of outdoor spaces and other actions that increase physical separation may be considered.
- The sharing of instructional materials should be limited as much as possible.
- Physical separation on busing, one student per seat, will be recommended but cannot be guaranteed.
- *Parents will continue to follow same protocol for entering the building. Parents will be expected to wait outside or by the main elementary doors when picking up children. Parents will be expected to eventually have their children walk in on their own into the building. Wishek Public School understands this might take longer for our students who are experiencing the school setting for the first time.*

### Cover coughs and sneezes



- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw tissues away and wash hands or use hand sanitizer to prevent spread.

### Clean and disinfect



- School staff should clean and disinfect frequently touched surfaces daily.
- Encouraging good student hygiene will be encouraged by having students be responsible for cleaning equipment they recently used.
- Shared materials (not recommended) should be cleaned.
- Classrooms will be cleaned nightly by custodial staff.

### Cover your mouth and nose with a cloth face cover when around others.



- The wearing of masks will be applied in phases based on the phases within the [ND Smart Restart Guidance](#).
- Educators need to teach students how to properly wear a face covering so they are prepared to use them on school buses or other situations in close proximity with others.
  - Resources from NDDPI and MPS will be provided to teachers.
- **In specific instances the wearing of a face covering (mask) may be required. These are explained in the table below.**
- **The wearing of face masks is not required in the Green or Yellow stage. In the Red stage it may be required if determined to be necessary in consultation with local health officials.**



## Wishek Public School COVID-19 PPE Guidance

STAFF	PPE
All staff (other than what is outlined)	<b>Optional</b> to wear cloth face coverings <b>Optional</b> to wear face coverings on school transportation (bus)
All Students	<b>Optional</b> to wear cloth face coverings.

	<b>Required</b> to wear face coverings when working with food (FACS, food delivery courses, hot lunch program).
Public facing staff (i.e. receptionists/clerical) unless plexiglass partition is in place.	<b>Optional</b> face shield or cloth face mask
Staff caring for / instructing a student in a small space – small group – for more than 15 minutes. (i.e. Nurse, SPED, EL, educator)	Building administrators in consultation with district nurse and educator will determine if face coverings or face shield are <b>required</b> . This may be influenced by instructional and learning needs of the student and health considerations of all occupants in the room.
All staff	<b>Highly recommended</b> to wear a cloth face covering when in direct contact with students.
All Students	<b>Highly recommended</b> to wear a face mask. Students will be provided breaks and allowed to remove their mask when outside or in spaces that can accommodate social distancing.
<i>All staff and students in school bus</i>	<b>Highly recommended to wear a face covering if social distancing is not an option</b>

*Monitor your health daily*



- Be alert for symptoms. Watch for a fever, cough, or shortness of breath.
- Parents are asked to screen their children each day before sending them to school. Use the screening guidance provided (see appendix).
- Staff and students who are sick stay home.
- Temperatures of symptomatic students or staff may be taken at the school office.
  - Symptomatic students will be isolated, and their guardians contacted.

# Health & Safety Protocols

## Student & Staff Health

Monitoring the health of students and staff will be an important component of a safe and healthy educational environment. Wishek Public School will take the following measures to ensure all students and staff are healthy while they are at school.

*Identifying Students & Staff at Higher Risk*

- Back to School and enrollment processes will include questions asking families to identify if their child is at-risk, based on a health professionals’ diagnosis. This information will be provided to the Superintendent (COVID-19 Coordinator) who will contact the family and discuss instructional model options.
- The *Business Manager*, will inquire of all employees if they are at-risk, based on a health professionals’ diagnosis. The Business Manager office will work in partnership with the building

principal/superintendent and the employee to coordinate adjustments to the work schedule or workplace.

- When the NDDoH or our local health inform the district of a student or staff member that is COVID-19 positive that information will be passed on to Business Manager and the building principal as allowable within district policy and law.

### *Isolation & Quarantine*

- Definitions (see appendix for more information).
  - Isolation – For people who are already sick from the virus. A prevention strategy used to separate people who are sick with the virus from healthy people.
  - Quarantine – For people who are not sick but have been exposed to the virus. A prevention strategy used to monitor people who were exposed for a period of time.
- Wishek Public School will follow isolation and quarantine guidelines and directives as set by NDDOH and local health unit.

*If a student or staff members display any of the following symptoms: Fever or chills. Cough. Shortness or breath or difficulty breathing. Fatigue. Muscle or body aches. Headache. New loss of taste or smell. Sore throat. Congestion or runny nose. Nausea or vomiting. Diarrhea.*

- Student
  - Direct / escort the child directly to the office.
  - The child shall be provided a facial covering and isolated in the building sick room.
  - Parent / guardian will be contacted to pick up their child.
- Staff
  - Inform your supervisor immediately and wear a face mask / shield until they can be replaced if supervising students at that time.
  - Leave the school building/grounds and consult with a health care professional for further directions.

### *Return to School*

- When a student or staff member has been isolated or quarantined as directed by NDDoH or local health unit they will be allowed to return to school after being cleared by the NDDoH.

Blue / Green FACE to FACE Instruction Model	
Priorities:	<ul style="list-style-type: none"> <li>• Ensure students and staff who are symptomatic stay at home.</li> <li>• Implement reasonable accommodations to reduce school-wide and community spread.</li> </ul>
Districtwide Practices:	<ul style="list-style-type: none"> <li>• Social distancing where possible and reasonable.               <ul style="list-style-type: none"> <li>○ Distancing on a school bus will be unachievable, we encourage parents to consider alternate transportation for their child.</li> </ul> </li> <li>• Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high touch/traffic areas.</li> <li>• Handwashing integrated throughout the day.</li> </ul>

	<ul style="list-style-type: none"> <li>• Hand sanitizer available throughout each building.</li> <li>• Support and train parents on use of technology tools and online curricular resources.</li> </ul>
Schools:	<ul style="list-style-type: none"> <li>• Protective measures will be implemented in office spaces.</li> <li>• Some school events, assemblies and gatherings may be changed or cancelled.</li> <li>• Access to campus may be limited, with new protocols.</li> </ul>
Classrooms:	<ul style="list-style-type: none"> <li>• Students issued “technology” and trained on how to access online learning resources through Office 365 adopted by school.</li> <li>• Limited use of shared materials and supplies.</li> <li>• Desks arranged to allow for cohort groups and social distancing where possible and reasonable.</li> <li>• Staff and students working in close proximity will be advised to wear a face covering.</li> </ul>
Common Areas:	<ul style="list-style-type: none"> <li>• Students when moving around the building will move in cohort groups and reasonably try to limit exposure to other groups.</li> <li>• Schedules may be altered to reduce cohorts passing in common areas.</li> <li>• Lunch times and location may be altered to reduce the number of students in the cafeteria at any one time.</li> </ul>
Extracurricular & Activities:	<ul style="list-style-type: none"> <li>• Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.</li> </ul>
Communications:	<ul style="list-style-type: none"> <li>• Share information about how to stop the spread of COVID-19.</li> </ul>

Yellow Face to Face/Blended Learning Model	
Priorities:	<ul style="list-style-type: none"> <li>• Ensure students and staff who are symptomatic stay at home.</li> <li>• Maximize social distancing cohort where possible.</li> <li>• Support blended learning model.</li> </ul>
Districtwide Practices:	<ul style="list-style-type: none"> <li>• Based on identified COVID cases of students and staff targeted closures may be implemented (class, grade, department, etc). While other schools remain open and meeting students in person.</li> <li>• Social distancing where possible and reasonable. <ul style="list-style-type: none"> <li>○ Distancing on a school bus will be unachievable, we encourage parents to consider alternate transportation for their child.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high touch/traffic areas.</li> <li>• Handwashing integrated throughout the day.</li> <li>• Hand sanitizer available throughout each building.</li> <li>• Support and train parents on use of technology tools and online curricular resources.</li> <li>• Implement technology support line.</li> </ul>
Schools:	<ul style="list-style-type: none"> <li>• Protective measures will be maintained in office spaces.</li> <li>• Some school events, assemblies and gatherings may be changed or cancelled.</li> <li>• Access to campus may be additionally limited, with new protocols.</li> </ul>
Classrooms:	<ul style="list-style-type: none"> <li>• Students may be attending school on a hybrid schedule.</li> <li>• Students will be expected to engage in learning opportunities online using district Office 365 system on days they are not in school.</li> <li>• Teachers are expected to make direct student/family contact at least 3 times per week.</li> <li>• Limited use of shared materials and supplies when students are in school.</li> <li>• Desks arranged to allow for cohort groups and social distancing where possible and reasonable.</li> <li>• Staff and students working in close proximity will be advised to wear a face covering.</li> </ul>
Common Areas:	<ul style="list-style-type: none"> <li>• Address how your students might move around the meeting – cohort groups? Limiting exposure?</li> <li>• Address whether schedules might be altered to reduce cohorts passing in common areas.</li> <li>• Address your Lunch times and locations and how they may be altered to reduce the number of students in the cafeteria at any one time</li> </ul>
Extracurricular & Activities:	<ul style="list-style-type: none"> <li>• Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.</li> </ul>
Communications:	<ul style="list-style-type: none"> <li>• Share information about how to stop the spread of COVID-19.</li> <li>• Share technology support resources for parents.</li> </ul>
<b>Orange / Red Distance Learning Model</b>	
Priorities:	<ul style="list-style-type: none"> <li>• Reduce the risk of community spread by closing schools.</li> </ul>
Districtwide Practices:	<ul style="list-style-type: none"> <li>• Online instruction will be used district wide in all courses at all grade levels.</li> <li>• Instruction will focus on essential learning targets.</li> <li>• Attendance and academic progress will be expected.</li> <li>• Grading policies will not be suspended.</li> <li>• Implement internet access (wifi) hot spots around schools, to support distance learning for those that may not have it in their homes.</li> </ul>

	<ul style="list-style-type: none"> <li>• Local food distribution may be implemented by food service program.</li> </ul>
Schools:	<ul style="list-style-type: none"> <li>• Closed to the general public except by special arrangement with the district office.</li> <li>• Small group meetings or instruction may be allowed, particularly for special needs students or academic interventions.</li> </ul>
Classrooms:	<ul style="list-style-type: none"> <li>• Students will engage in learning at the home.</li> <li>• Students will be expected to engage in learning opportunities online (whatever your LMS system).</li> <li>• Teachers are expected to make direct student/family contact at least one time per week.</li> </ul>
Extracurricular & Activities:	<ul style="list-style-type: none"> <li>• Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.</li> <li>• Athletic and other extra/co-curricular activities likely suspended.</li> </ul>
Communications:	<ul style="list-style-type: none"> <li>• Clear communication about academic expectations and grading shared with students and families.</li> <li>• Share technology support resources for parents.</li> <li>• Student/family support hot-line opened.</li> </ul>

A decorative border of green virus-like icons with spikes and dots, arranged around the title.

# BEFORE SCHOOL!

Parents are asked to review this daily health checklist by answering these questions before sending their child to school.

(Parents do not need to send the questionnaire to school)

---

Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?

Yes \_\_\_ No \_\_\_

Does your child have a new or worsening shortness of breath?

Yes \_\_\_ No \_\_\_

Does your child have new or worsening cough?

Yes \_\_\_ No \_\_\_

Does your child have a fever of 100.4 or greater?

Yes \_\_\_ No \_\_\_

Does your child have chills?

Yes \_\_\_ No \_\_\_

Does your child have a sore throat?

Yes \_\_\_ No \_\_\_

Does your child have a new loss of taste or smell?

Yes \_\_\_ No \_\_\_

Does your child have headache/nausea/vomiting/diarrhea

Yes \_\_\_ No \_\_\_

If **YES** to any of the questions **STOP!**

Do not send your child to school. Contact your healthcare provider. Contact your child's school to inform them of your child's absence.



If you are able to answer **NO** to all questions, go to school.

## COVID-19: What's the Difference Between Physical Distancing, Quarantine and Isolation?

	<b>PHYSICAL DISTANCING</b>	<b>QUARANTINE</b>	<b>ISOLATION</b>
<b>Who is it for?</b>	People who haven't been exposed to the virus or are not aware of exposure to the virus.	People who don't currently have symptoms of the virus but were exposed to the virus.	People who are already sick from the virus.
<b>What is it?</b>	A precautionary measure used to help prevent the spread of the virus.	A prevention strategy used to monitor people who were exposed to the virus for a period of time to see if they become ill.	A prevention strategy used to separate people who are sick with the virus from healthy people.
<b>Where does it take place?</b>	Takes place outside the home in public places like grocery stores and work environments.	Takes place in a home setting.	Can take place in a home when medical attention is not required. Takes place in a hospital when medical care is required.
<b>When do I use it?</b>	At all times until further directed by the ND Department of Health.	If you have recently traveled internationally or have known exposure to the virus.	If you have tested positive or have symptoms and have not yet obtained a test.
<b>How long is it for?</b>	At all times until further directed by the ND Department of Health.	14 days after your last exposure. Once your quarantine period has ended, if you do not have symptoms, you may return to your normal routine.	A minimum of 10 days from the beginning of symptoms and 72 hours after your fever is gone without the use of fever-reducing medicine and other symptoms have significantly improved.
<b>What does this mean for my daily life?</b>	<ul style="list-style-type: none"> <li>• Avoid large gatherings.</li> <li>• Stay 6-feet away from people.</li> <li>• If you are unable to stay 6-feet away from other people, wear a cloth face covering.</li> <li>• Call or video-chat with friends or loved ones, particularly those that are elderly or have underlying health conditions that places them at high-risk.</li> <li>• If possible, work from home.</li> <li>• Practice good hygiene and avoid shaking hands or touching your face.</li> <li>• If you become ill and need medical attention, call your health care provider.</li> </ul>	<ul style="list-style-type: none"> <li>• Stay at home and avoid close contact with others.</li> <li>• Do not attend school, work or any other setting where you cannot maintain a 6-foot distance from other people.</li> <li>• Call or video-chat loved ones.</li> <li>• For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service.</li> <li>• Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often.</li> <li>• Monitor your symptoms. If you become ill and need medical attention, call your health care provider.</li> </ul>	<ul style="list-style-type: none"> <li>• Do not leave your home unless it is in an emergency. If you are in a home with others, stay in a "sick" room by yourself and, if possible, do not share a bathroom.</li> <li>• If you have a pet and live with others, do not touch your pet.</li> <li>• For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service. Try to stock up for the duration of the isolation.</li> <li>• Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often.</li> <li>• If a caregiver cleans your room or bathroom, they should wear a mask and wait as long as possible after you've used the bathroom.</li> <li>• Contact your health care provider immediately if you experience severe symptoms.</li> </ul>

# SUMMARY OF INTERNAL PROTOCOLS ESTABLISHED AS OF JULY 29<sup>TH</sup>, 2020. THESE PROTOCOLS ARE FLUID AND CAN BE CHANGED AND/OR UPDATED AS SCHOOL YEAR PROGRESSES.

## Lunch Room

Upper elementary grade levels will eat lunch in their classrooms. This will allow room for social distancing for the remainder of our elementary classes and not require us to extend our lunch time. Food service will wear masks.

Lunch record keeping as done in the past with the exchange of lunch cards will be modified. Either to a paper recorded tabulation sheet or to an individual student with a lanyard that will allow for lunch recorder to easily record students information without exchange of cards.

Elementary students will not handle utensils through salad bar line like the past. Classroom teachers will be responsible for dishing up salad bar items. Teachers will observe good hygiene principles.

7-12 students will practice social distancing during lunch. 7-12 students will practice good hygiene principles upon entering lunchroom.

## Recess

Toys from home will not be allowed until further notice. This is a step for us to better control the items that are being shared amongst students and help mitigate the possible spread of illness at school.

Playground equipment (not playground or established outdoor structures) will be sanitized after every recess. This is a step for us to help mitigate the possible spread of illness at school.

Playground equipment may be minimized to reduce the amount of items that are shared amongst students.

## Buses

Route bus drivers will require social distancing for students.

Route drivers will sanitize bus after every trip.

## Facility

High traffic areas will be sanitized every 2 hours.

Classrooms will be thoroughly cleaned at the end of each day.

Teachers and staff will encourage and promote good hygiene principles throughout the day.